




## PSAP GRANT PROGRAM GRANT EXTENSION REQUEST FORM

<b>PSAP Name (or Host PSAP):</b> Rockbridge Regional Public Safety Communications Center		<b>GRANT ID:</b> 98
<b>Project Name:</b> PSAP NVS CHE		<b>Fiscal Year Awarded:</b> 2019
<b>Original Amount Awarded:</b> \$36,990	<b>Amount Requested to Date:</b> 0	
<b>Grant Extension Time Frame Needed (up to 12 months):</b> 7/30/20		
<b>EXTENSION REQUEST JUSTIFICATION - Please describe the specific outstanding issues affecting the completion or implementation of the project.</b>  We were delayed with the project due to staff shortage. Intrado has begun installation of the TXT2911 system and we will need time for Intrado to complete their transition process with the phone carriers. They have installed the networking components and are in the provisioning stage. We have a Technician assigned to the project and Intrado is confident project will be completed by the end of June if not earlier. We are asking for extension until 7/30/20 for grant closure and invoicing to be completed.  Thank you for your consideration.		

**IMPLEMENTATION PLAN STATUS**  
**SHARED SERVICES & INDIVIDUAL PSAP APPLICATIONS**

For each applicable phase of the project, please provide reason(s) for slippage, and any other relevant information to support the extension request, in the comments section.

PROJECT PHASE	PLANNED COMPLETION DATE	ANTICIPATED COMPLETION DATE
<input checked="" type="checkbox"/> <b>INITIATION</b> – Project concept is documented, local board or governing authority approval or endorsement is received, PSAP grant application is filed, local budgets are obtained, appropriated grant funds are approved, and budgetary estimates are obtained.  COMMENTS:	MM/DD/YY	Completed
<input checked="" type="checkbox"/> <b>DESIGN/PLANNING</b> - Requirements are documented, components to be purchased are identified, and general design is documented.  COMMENTS:	MM/DD/YY	Completed
<input checked="" type="checkbox"/> <b>ACQUISITION</b> - RFP (or other bid related processes) are drafted, proposals are evaluated, contract is signed, purchase orders are issued, and quotes are obtained.  COMMENTS:	MM/DD/YY	Completed

<input checked="" type="checkbox"/> <b>IMPLEMENTATION</b> - Purchased components are delivered and installed and training is performed.  COMMENTS: Delay was caused by staff shortage.  Technician is now assigned project.	<b>10/15/19</b>	<b>04/1/20</b>
<input type="checkbox"/> <b>TESTING/COMPLETION</b> - Performance of system/solution is validated and system/solution goes "live"  COMMENTS: Technician is assigned to project and is actively working with Intrado to complete before deadline.	<b>10/16/19</b>	<b>05/30/20</b>
<input type="checkbox"/> <b>PROJECT/GRANT CLOSED</b> - Project or grant has been closed by submittal of all invoices or other payment documentation supporting the amount drawn down AND a Grant Closure Report has been submitted.  COMMENTS:	<b>10/30/19</b>	<b>06/30/20</b>
<b>SUBMITTED BY:</b>		
<b>Name/Signature:</b> Curtis Berry 	<b>Title:</b> Director	
<b>Contact #:</b> 540-462-7107	<b>Date:</b> 2/20/20	

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**NOTE:** Grant extension requests must be submitted by March 15, 2019 at 5:00 pm. If the date of completion extends beyond six months, the PSAP will need to make a formal presentation to the Grant Committee for consideration. All grant extension requests need to be sent to the [psapgrants@vita.virginia.gov](mailto:psapgrants@vita.virginia.gov) mailbox for consideration.